

DSCP - GENERAL AND INDUSTRIAL COMMODITY DIRECTORATE
SIMPLIFIED PURCHASE AGREEMENT SEP 1999
(Revision # 6, AUG 2003)

Enclosure 5

AUTOMATED INDEFINITE DELIVERY PURCHASE ORDER (IDPO) CONTRACT

Applies where "U" or "T" solicitation and resulting award does not specify a firm quantity of supplies (other than a minimum quantity) and provides for the issuance of delivery orders during the period of the contract. Coverage is for DLA orders for stock replenishment.

SUBMISSION OF QUOTES:

Quotes must be submitted on the Internet Quoting System (IQS) at <http://igs1.dscp.dla.mil/igsmain/igs.html> on the Web quote form. Quotes received by other means, such as fax, email, or US mail, will not be considered for award. If no time is specified in the solicitation, the time for receipt of quotes is 2:00 p.m. Eastern Standard Time or when applicable Eastern Daylight Time on the Return date. All return date/times are synchronized to the U.S. Naval Observatory Clock. If a return date falls on a Saturday, Sunday or federal holiday it will be deemed extended to the next business day.

At the return date and time, all quotes will be evaluated to determine whether an automated IDPO award can be made. Therefore, quotes should be submitted by the return date and time specified in the solicitation. Quotes received after the return date/time will continue to run through the automated evaluation process until the award process (automated or manual) has begun. Once the award process has begun, late quotes will only be considered if the contracting officer determines that it is in the best interests of the Government and that accepting the late quote would not unduly delay the award.

Quote revisions will overlay previously submitted quotes on the same solicitation in the Government database. Quotes may be withdrawn by submitting a revised quote with a bid type of "no bid."

QUOTE VALIDITY PERIOD

Quotes must be valid for a minimum of 90 days in order to be considered for automated award (see AutoIDPO EVALUATION section below).

AutoIDPO EVALUATION: Automated IDPO solicitations are candidates for award under DSCP's Automated IDPO Evaluation and Award program (AutoIDPO). AutoIDPO uses pricing logic and other automated filters to make fully automated, and buyer assisted automated IDPO awards.

AutoIDPO only considers "qualified quotes" for award. Qualified quotes are bids without exception and alternate bids that submit pricing and delivery for all quantity ranges, destinations, and options years as solicited:

- **"Bids without exception"** are quotes that submit pricing and delivery for all quantity ranges, destinations, and option years and are in exact compliance with solicitation requirements for exact product, minimum 90 day quote validity period, packaging, FOB point, source inspection, and allowable quantity variance, if any.

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- **“Alternate Bids”** are quotes that offer an item other than the exact approved item cited in the procurement item description (PID).

Quotes that do not submit pricing and delivery for all quantity ranges, destinations, and option years as solicited, and/or quotes that take exception to solicitation requirements for minimum quote valid days, packaging, FOB point, source inspection, and quantity variance allowed, are considered **“bids with exception”** and will not be considered for automated award.

AutoIDPO EVALUATION FACTORS:

AutoIDPO evaluates all qualified quotes on the basis of price alone by establishing a total weighted average price as follows:

A weighted factor will be applied to the average unit price for each price break range (5% to the first ordering range, 65% to the second ordering range, 25% to the third ordering range, and 5% to the fourth ordering range). The summation of the four average weighted unit prices will be the total weighted average unit price for the quote. The total weighted average unit price is multiplied by the estimated annual demand value to arrive at the total weighted average price per year. This total weighted average price per year is multiplied by the number of contract years to arrive at the total weighted average price for the IDPO contract. Where the evaluation factor for source inspection applies (DLAD 52.213-9001), the factor will be applied based on an estimated ____ inspections.

Price related evaluation factors are added to the weighted average total price in the following instances:

1. \$250 per source inspection when the solicitation requirement is for destination inspection (see DLAD 52.213-9001). This factor will be applied based on an estimated ____ inspections.
2. \$200 for quoting an alternate item if only a local technical evaluation is involved, plus an additional \$1200.00 for each required Engineering Support Activity evaluation (see DLAD 52.217-9002).

MANUAL EVALUATION: If there are no qualified quotes, or AutoIDPO is unable to make price reasonableness or contractor responsibility determinations, the contracting officer will use price and other factors (delivery, past performance) to evaluate quotes. See ABVS provisions, page 21, paragraph 12(b).

IDPO CONTRACT: The IDPO order will incorporate this Simplified Purchase Agreement by reference, including the following terms and conditions which will be provided in full text:

NOTICE: This is an offer for an Indefinite Delivery Purchase Order (IDPO) contract for a period of two years for the item of supply listed in the solicitation item description.

(a)The IDPO contract will provide coverage for DLA orders for stock replenishment. Prices are FOB _____ with LOGMARS Bar Code marking and MIL-STD-2073 packing (current revision).

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(b) The estimated annual demand quantity for the item of supply is _____. This is an estimate only and is not purchased by this contract.

(c) This IDPO order contains the terms and conditions of the contract. It is an offer by the Government to order at least the minimum quantity of supplies (insert qty and unit of issue) as stated in the first delivery order. The contractor shall furnish to the Government, when and if ordered, the supplies specified in Section B up to an aggregate dollar value of all orders, including the initial order, equal to the simplified acquisition threshold of \$100,000 (FAR 52.216-22 Indefinite Quantity).

(d) Such orders may be issued from (effective date) to (final expiration date) (FAR 52.216-18 Ordering).

(e) There is no limit on the number of orders that may be issued during the contract period. The Contractor is obligated to honor individual orders for quantities covered by the incremental quantity ranges specified in Section B. The Government reserves the right to issue orders for quantities not covered by the incremental quantity ranges which the Contractor is not obligation to honor so long as the Contractor provides notification of their intent not to perform within 7 days after the date of order to the administrative contracting officer listed in Block 6 of the delivery order. Failure to provide such notice will adversely affect the Contractor's past performance Automated Best Value System score if this order is later cancelled at other than the Government's request (FAR 52.216-19 Order Limitations). For informational purposes only, and without any obligation, the Government anticipates _____ orders per year.

(f) In pricing delivery orders requiring delivery of one NSN to multiple destinations, the price for each destination will be based on the quantity range price based on the total quantity of the NSN being procured under each delivery order regardless of destination.

(g) The Government's minimum obligation under the IDPO contract is the quantity of the first delivery order (_____ each). This minimum order quantity is inclusive of the entire contract period (base and option years). In no event shall the Government be obligated to place follow-on orders for additional quantities above the minimum under this agreement.

(h) The contractor's method of accepting the IDPO contract (for the first delivery order and all follow-on orders) is their performance of the first delivery order. If the contractor accepts the Government's IDPO offer by furnishing the supplies in the first delivery order, an IDPO contract is formed and the contractor agrees to honor additional orders at the price quoted for the quantity range that will cover the total quantity on the order (regardless of destination). After the first year, the Contractor may request that the IDPO be terminated at no cost or liability to either the Contractor or Government. If the Contractor desires such a termination after it receives an order in the second year, it shall notify the Contracting Officer in writing or electronically, no later than seven (7) days after receipt that it cannot fulfill the order, and that termination of the order and the IDPO is desired. Absent such notice the order will be a legally binding contract, and the Contractor will be expected to complete the order.

(i) There will only be one IDPO contract per NSN. It is an indefinite quantity contract (IQC) and is not to be considered a requirements type contract.

(j) The IDPO will be distributed via email notification with a Web link to an electronic copy of the DD Form 1155, Order for Supplies or Services. Delivery orders, citing the basic agreement,

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will be transmitted via DPACS Electronic Data Interchange (EDI) to contractors who are DPACS EDI capable. Contractors who are not DPACS EDI capable will receive their delivery orders via email award notification containing Web links.

(k) Numbering: The uniform procurement identification numbering (PIIN) system will be used. The IDPO contract and delivery orders issued there under will be distinguished by a "D" in the ninth position and a "5" or "6" in the tenth position, of the PIIN. An "A" through "K" in the eleventh position of the PIIN denotes an AutoIDPO contract, while an "L" through "M" in the eleventh position denotes a manually evaluated IDPO contract. The Delivery orders will be serially numbered with sub-PIIN numbers 0001 through 9999.